



## LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, November 18, 2021 at 4:30 P.M.  
 Community Meeting Room, Lexington City Hall  
 300 E. Washington Street, Lexington, VA

### AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES:
  - A. October 21, 2021 Minutes\*
4. NEW BUSINESS:
  - A. **COA 2021-30: an application by Shane Gonsalves for a Certificate of Appropriateness for a new awning roof at 27 and 31 W. Washington Street, Tax Map # 16-4-9, owned by Shane Gonsalves.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. **COA 2021-31: an application by Paige Williams for a Certificate of Appropriateness for a new projecting sign for the Downtown Books business located at 13 W. Nelson Street, Tax Map #23-1-84, owned by John Sheridan.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
5. OTHER BUSINESS
6. ADJOURN

\*indicates attachment

**Lexington Architectural Review Board  
Thursday, October 21, 2021 – 4:30 p.m.  
Second Floor Conference Room  
Lexington City Hall  
MINUTES**

**Architectural Review Board:**

Present: C. Alexander, Chair  
A. Bartenstein  
R. LeBlanc, Vice-Chair  
E. Teaff  
B. Crawford, Alternate B

**City Staff:**

Arne Glaeser, Planning Director  
Kate Beard, Administrative Assistant

Not Present: J. Goyette  
C. Honsinger, Alternate A

**CALL TO ORDER:**

Chair Alexander called the meeting to order at 4:32 p.m.

**AGENDA:**

The Agenda was approved unanimously with the addition by A. Glaeser of item B to Other Business. (R. LeBlanc / B. Crawford)

**MINUTES:**

Meeting minutes from October 7, 2021 were unanimously approved as presented. (R. LeBlanc / A. Bartenstein)

**CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:**

None.

**NEW BUSINESS:**

**A. COA 2021-28: an application by Sherry Cline for a Certificate of Appropriateness for a paint refresh at 17 S. Randolph Street, Tax Map # 23-1-189, owned by Sherry Cline.**

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness (COA) to refresh the exterior paint at 17 S. Randolph Street. The applicant has submitted two paint scheme options for consideration. Option 1, which is the applicant's preferred paint scheme, proposes Coastal Plain (SW6192) for the body, Basil (SW6194) for the trim, Rookwood Red (SW2802) for the window sashes and metal roof, and Refuge (SW6228) for the door. Option 2 proposes Halcyon Green (SW6213) for the body, Crescent Cream (SW7721) for the trim, Rookwood Red (SW2802) for the window sashes and metal roof, and Rookwood Sash Green (SW2810) for the door. Color samples and examples of buildings with a similar color scheme for each option are included in the application.
- 2) Applicant Statement – Sherry Cline, property owner – provided clarification of the

colors proposed for each portion of the building's façade. The Board reviewed the color chips and examples provided by the applicant.

- 3) Public Comment – None
- 4) Board Discussion & Decision – There was discussion about how the proposed color schemes would interact with the surrounding buildings. B. Crawford suggested the Board focus on choosing between the colors proposed for the body of the building. A. Bartenstein noted the building is on a street with inconsistent building façades. C. Alexander asked if it is necessary for the Board to select between the two options or if it could approve both options and allow the owner to choose. **R. LeBlanc moved to approve the application and find either presented color scheme option acceptable. C. Alexander seconded and the motion passed unanimously. (5-0)**

**B. COA 2021-29: an application by Barbara Crawford for a Certificate of Appropriateness to relocate a previously approved accessory building location at 210 W. Nelson Street, Tax Map # 16-2-C, owned by Barbara Crawford.**

***B. Crawford recused herself from voting on this COA as she is the applicant.***

- 1) Staff Report – This is an application to approve a Certificate of Appropriateness (COA) to relocate a previously approved accessory building at 210 West Nelson Street. The detached studio building was approved by the ARB on April 1, 2021. The current request is to relocate the siting of the approved detached studio eighteen feet closer to McLaughlin Street.
- 2) Applicant Statement – Barbara Crawford, property owner – explained she has decided she does not want to remove two trees to place the building on the previously approved location. She clarified the proposed changes to the layout of the property and orientation of the accessory building. R. LeBlanc noted that the wall facing the street is blind and suggested it would create a less than ideal, wall-like atmosphere from the street. Ms. Crawford indicated she has plans to screen that wall with landscaping. C. Alexander asked about set back requirements and A. Glaeser responded that the side yard setback requirement is 10 feet and the rear yard setback for an accessory building is 5 feet. Ms. Crawford indicated the building would be approximately 28 feet from McLaughlin Street and 10 feet from the rear property line.
- 3) Public Comment – None
- 4) Board Discussion & Decision – **E. Teaff moved to approve the application as presented. R. LeBlanc seconded and the motion passed unanimously. (4-0)**

**OTHER BUSINESS:**

- A. Discussion of Small Cell Zoning Text Amendment – addition to Design Guidelines
  - 1) Staff Report – A. Glaeser summarized the Board's October 7, 2021 discussion and subsequent recommendation of the amendment to the Design Guidelines. C. Alexander asked if there should be additional language to address where a small cell facility may be attached to an existing structure. There was discussion about

whether the proposed design guideline amendment would provide adequate protection against a small cell facility being mounted to a utility pole in an unattractive manner. A. Glaeser cautioned that an application to locate a small cell facility on utility or light poles in the right of way would be administratively reviewed, and that the Design Guidelines would likely be used to judge such a project's aesthetic impact. R. LeBlanc asked if it would be advisable to add language aimed at protecting the integrity of the streetscape. There seemed to be general agreement to add such language as line #1. The Board discussed the height restrictions in line #6. A. Bartenstein suggested striking the final sentence and Board Members Teaff, Alexander and LeBlanc agreed. C. Alexander noted there was no mention of the allowable size/volume of a small cell facility. A. Glaeser said the size would be included in the Zoning Ordinance in the definition of a small cell facility. A. Bartenstein suggested two slight changes to the wording of point #1 which were generally agreed to. There was general agreement to amend the language recommended on October 7, 2021 by adding "The aesthetic and historic character and integrity of the streetscape is to be protected to the greatest extent possible," as line #1 and to delete the final sentence of line #6.

2) Public Comment – None.

3) Board Decision: **R. LeBlanc moved to approve the amendment to the Design Guidelines as amended and agreed upon. E. Teaff seconded and the motion passed unanimously. (5-0)**

B. Location of November 4, 2021 meeting – A. Glaeser informed the Board that the second floor conference room is not available on November 4<sup>th</sup>. If the meeting is not canceled it will take place in a conference room at the Police Department.

**ADJOURN:**

The meeting adjourned unanimously at 5:19 p.m. (R. LeBlanc / E. Teaff)

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C. Alexander, Chair, Architectural Review Board

**Lexington, VA Historic Downtown Preservation District COA  
COA 2021-30 27 & 31 West Washington Street Exterior Improvements**

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<b>Project Name</b>	Roofing replacement for rigid awning at 27 & 31 W. Washington Street
<b>Property Location</b>	27 & 31 West Washington Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Shane Gonsalves / Shane Gonsalves

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### OVERVIEW OF REQUEST

This is an application to approve a Certificate of Appropriateness (COA) for exterior improvements at 27 & 31 West Washington Street.

#### *27 & 31 West Washington Street existing conditions*



The proposal is to replace the wood shake roofing on the rigid awning with a standing seam aluminum roof. The roofing material proposed is by Englert Roofing in medium bronze (MB-30). The proposed seams would be 21” on center. The applicant has included two renderings of the proposed new roof in the attached application.

**Lexington, VA Historic Downtown Preservation District COA  
COA 2021-30 27 & 31 West Washington Street Exterior Improvements**

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**ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of Appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the city's design guidelines.

**Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.



www.lexingtonva.gov

Planning & Development Department  
300 East Washington Street  
Lexington, Virginia 24450  
Phone: (540) 462-3704 Fax: (540) 463-5310

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS – HISTORIC DISTRICT

### Applicant<sup>1</sup>

Name: SHANE GONSALVES Phone: 540-463-3611

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: 19 WEST WASHINGTON STREET Email: www.sweettreatsbakery.net

Applicant's Signature: *Shane Gonsalves* Date: OCT 27, 2021

### Property Owner

Name: SHANE GONSALVES Phone: 540 463-3611

Address: 19 WEST WASHINGTON STREET Email: www.sweettreatsbakery.net

Owner's Signature: *Shane Gonsalves* Date: OCT 27, 2021

### Architect/Designer

Name: FRED KIRCHNER Phone: 540 464 3334

Company: KIRCHNER & ASSOC. ARCHITECTS Fax: NA

Address: 18 WEST WASHINGTON ST. LEX VA Email: kirchnerarchitects@gmail.com

### Administration

Application is hereby made to the Lexington Architectural Review Board for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Historic District in accordance with Chapter 28, Article XVII and Article XVIII of the Lexington City Code.

This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.



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Phone: (540) 462-3704 Fax: (540) 463-5310

## Proposal Information<sup>2</sup> (attach list of properties if request includes multiple properties)

Address (or location description): 27 and 31 West Washington Street

Tax Map: INST # 210002626 Deed Book and Page #: \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): \_\_\_\_\_

Property Doing Business As: NELSON STREET GALLERY OLD WELLS FARGO

Historical Name of Building: \_\_\_\_\_

Approximate Age of Building: 144 ± Applicant seeking Federal Tax Credit:  Yes  No

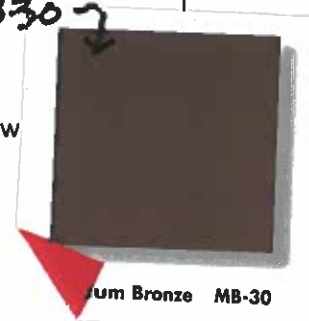
2. Any application deemed incomplete by staff will not be accepted.

## Alteration Description (complete a City Sign Permit Application for sign alterations)

I. Please check action(s) for which this COA is requested:

- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, alternation, repair, or construction of amenities such as fences or w
- Demolition of part or all of an existing building
- Moving a building (complete Part III)
- Construction of a new building (complete Part III)
- Construction of any addition to an existing building (complete Part III)

*Remove wood shake roofing on overhang and replace with standing seam aluminum roofing medium bronze by ENGLERT ROOFING MB30 seams 21" o.c.*



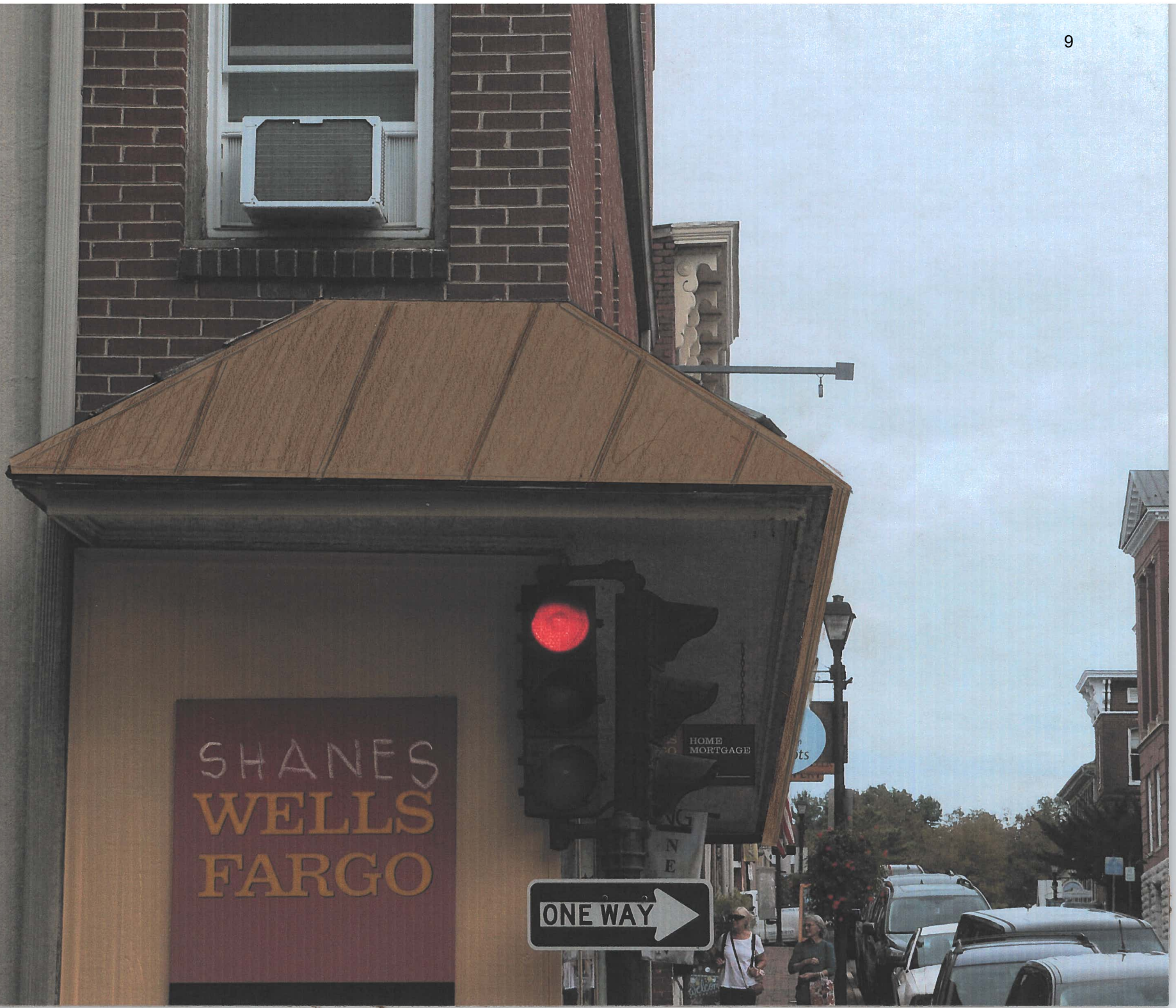
II. For ALL projects, please attach the following:

- 2: Photographs or drawings from the site showing adjoining structures, streets, and sidewalks
- Scale drawings of the improvements
- Detailed drawings of significant decorative or architectural elements
- Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties
- Samples of exterior materials and paint colors to be used

III. For NEW CONSTRUCTION, please provide the above attachments in addition to the following:

- Dimensions, orientation, and acreage of each lot or plot to be built upon
- Layout of the project and its relation to surrounding structures
- Location of points of entry and exit for motor vehicles and internal vehicular circulation pattern and parking facilities
- The size, shape, and location of existing and proposed construction on the parcel
- Location of walls, fences, and railings, and the indication of their height and the materials of their construction







N. Jefferson

P PUBLIC PARKING 3 SPACES

WELLS FARGO

NELSON GALLERY

OPEN

Art Art Art  
SPCA fundraiser

Lexington, VA Historic Downtown Preservation District COA  
COA 2021-31 13 W. Nelson Street New Projecting Sign

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<b>Project Name</b>	New Projecting Sign for <i>Downtown Books</i>
<b>Property Location</b>	13 West Nelson Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	John Sheridan / Paige Williams

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign for the Downtown Books business at 13 West Nelson Street.

*13 W. Nelson Street existing conditions*



**Lexington, VA Historic Downtown Preservation District COA  
COA 2021-31 13 W. Nelson Street New Projecting Sign**

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The proposed projecting sign is a 36' wide by 24' tall, hand painted wooden sign to be hung from the existing bracket. The graphics and lettering will be in color on a white background with a coating to prevent fading and weathering. It will not be illuminated. A depiction of the proposed sign graphic and text are included in the attached application.

### **ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefor is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the city's design guidelines.

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or

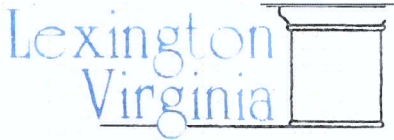
**Lexington, VA Historic Downtown Preservation District COA  
COA 2021-31 13 W. Nelson Street New Projecting Sign**

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structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

**Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.



www.lexingtonva.gov

**Planning & Development Department**

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS –  
HISTORIC DISTRICT**

**Applicant<sup>1</sup>**

Name: Kaige Williams Phone: 540 462 8184

Company: Downtown Books, LLC Fax: N/A

Address: 136 Nelson St Email: DowntownBooksLex@ae@gmail.com

Applicant's Signature: Kaige Williams Date: 8/25/21

**Property Owner**

Name: Jim Sheidam Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Signature: Jim Sheidam Date: 8/26/21

**Architect/Designer**

Name: Merryn Williams Phone: \_\_\_\_\_

Company: MerrynWilliamsDesigns Fax: N/A

Address: \_\_\_\_\_ Email: \_\_\_\_\_

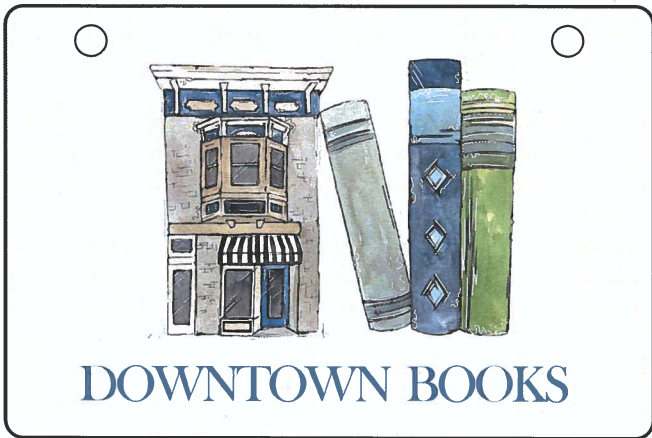
**Administration**

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This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Architectural Review Board. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.

\*Fees Non Refundable



Hand painted wooden sign measuring out at 36” wide and 24” tall, and coated to prevent fading and weathering.

36”



## Description

### 1. Sign Criteria

- Projecting signs in the C-1 zoning district for buildings with up to 30 feet of frontage are allowed 9 square feet per side for a projecting sign.
- 13W Nelson frontage is approximately 15 feet
- Proposed signage is 7.5 SF, therefore in compliance with the size requirements.

### 2. Sign Details

- Dimensions: 30”H x 36”W
- Use existing bracket
- Sign will not be illuminated